OMB NO. 1505-0146 Approval Expires:

ANNUAL REPORT TO THE FEDERAL RESERVE BANK OF NEW YORK

# REPORT OF U.S. OWNERSHIP OF FOREIGN SECURITIES, INCLUDING SELECTED MONEY MARKET INSTRUMENTS (SHCA)

Mandatory Report Response Required By Law (22 U.S.C. 3101 et seq.)







Department of the Treasury Federal Reserve Bank of New York Board of Governors of the Federal Reserve System

# **TABLE OF CONTENTS**

т	Pag	e
I.	INTRODUCTION	
	A. Purpose	1
	B. Authority	1
	C. Confidentiality of Data Reported	1
	D. Penalties for Failure to Report	2
	E. Paperwork Reduction Act Notice	2
II.	GENERAL INSTRUCTIONS	
	A Who Must Report	3
	B. U.SResident Custodians and End-Investors	3
	C. Exemption Levels	4
	D. Reporting Dates	4
	E. Submission Instructions and Contact Information	4
III.	WHAT SECURITIES MUST BE REPORTED	
	A. Reportable Foreign Securities	6
	B. Do Not Report	7
	C. Mutual Fund Shares and Related Equity Holdings	8
	D. Securities Involved in Repurchase and Securities Lending Arrangements	8
	E. Depositary Receipts/Shares	9
	F. Stripped Securities	9
	G. Direct Investment	9
	H. Securities Held by Central Securities Depositories	9
	I. Country Attribution	10
	J. Limited Partnerships	10
	K. Accounting Rules, Valuation of Securities, and Calculation of U.S. Dollar Values	10
	L. Data Retention	11
	M. Review of Data and Requests For Revised Data	11
IV.	INSTRUCTIONS FOR COMPLETING REPORTING SCHEDULES	
	A. Schedule 1 - Respondent Contact Identification and Summary of Financial Informa	tion 12
	B. Schedule 2 - Details of Securities	15
	C. Schedule 3 - Custodians Used	18
API	PENDICES	
	A. Sample Reporting Schedules	20
	Respondent Contact Identification and Summary Financial Information Schedule 1	, Page 1 of 3
		2, Page 1 of 2
	Custodians Used Schedule 3	3, Page 1 of 1
Not	included in draft instructions:	
	B. Flowcharts of Reporting Responsibilities	
	C. List of Security Identification Systems	
	D. List of Country Codes	
	E. List of International and Regional Organizations	
	F. List of Currency Codes	
	G. List of Custodian	
	H. Glossary	
	I. Technical Information for Electronic Submission	

# I. INTRODUCTION

# A. PURPOSE

The Department of the Treasury, with the assistance of the Board of Governors of the Federal Reserve System and the Federal Reserve Bank of New York (FRBNY), is conducting an annual mandatory survey of the ownership of foreign securities, including selected money market instruments, by U.S. residents as of December 31of each year. The data will be collected by the FRBNY, acting as fiscal agent for the Department of the Treasury. The data collected will be used by the U.S. Government in the computation of the U.S. balance of payments accounts and the U.S. international investment position, and in the formulation of international economic and financial policies. This report is part of the Coordinated Portfolio Investment Survey (CPIS), an internationally coordinated effort under the auspices of the IMF, to improve the statistics on the holdings of foreign securities by major investing countries.

In order to reduce reporting burden and costs to the government, there will be a substantial reduction in the number of reporters in four out of every five years. A benchmark survey (SHC) of all significant U.S.-resident custodians and end-investors will continue to be held approximately every five years. In non-benchmark years, the annual survey (SHCA) will require reports from only the very largest U.S.-resident custodians and end-investors. The data reported under these annual surveys (SHCA) will be used in conjunction with the results of the previous benchmark survey to compute economy-wide estimates for the non-benchmark years.

The determination of who must report on the annual reports (SHCA) will be based upon the data submitted during the previous benchmark survey. Certain U.S.-resident custodians and end-investors (including fund managers) will be designated to file detailed foreign security data on Schedule 2 and data on foreign securities entrusted to U.S.-resident custodians on Schedule 3, i.e., they will be required to file in the same manner as they did on the December 31, 2001 benchmark survey. Additional U.S.-resident custodians and end-investors (including fund managers) will be required to file data on Schedule 3 only. For these respondents, reporting requirements have been changed such that data on holdings of foreign securities that are entrusted to foreign custodians are to be reported in summary on Schedule 3 instead of in detail on Schedule 2. (Please refer to Sections II.B, II.C and IV.C for information on this new reporting requirement.)

# **B. AUTHORITY**

This survey is conducted under the authority of the *International Investment and Trade in Services Survey Act* (22 U.S.C. 3101 et seq., [the Act]) and Executive *Order 11961* of January 19, 1977. The Act specifies that the President has the authority to conduct a regular data collection program, including such studies and reports as may be necessary and feasible, to secure current information on international investment, including (but not limited to) such information as may be necessary for computing and analyzing the balance of payments and the international investment position of the United States (22 U.S.C. 3103). In *Executive Order 11961 §2*, the President designated the Secretary of the Treasury to be responsible for collecting data on portfolio investment required by the Act.

# C. CONFIDENTIALITY OF DATA REPORTED

The information collected by this survey may be used only for analytical and statistical purposes and to enforce the Act. Access to the information is available only to officials and employees (including consultants and contractors and their employees) designated to perform functions under the Act. Persons having access to individual company information submitted pursuant to the Act are subject to penalties for unauthorized disclosure (22 U.S.C. §3104 and 18 U.S.C. §1905). The results of this survey will be made available to the general public and foreign statistical agencies, albeit at a relatively highly aggregated level so that neither the U.S. persons nor organizations providing information nor individual or organizational ownership can be identified.

# D. PENALTIES FOR FAILURE TO REPORT

Reporting as directed in this package is mandatory for any U.S. person or organization subject to the reporting requirements set forth in the report instructions. Failure by an organization to provide timely and accurate data can result in a civil penalty of not less than \$2,500 and not more than \$25,000, or injunctive relief ordering such person to comply, or both (22 U.S.C. §3105(a)).

Willfully failing to submit any required information under the Act can result in a fine of not more than \$10,000; and, if an individual, may result in imprisonment for not more than a year, or both. Any officer, director, employee or agent who knowingly participates in such violation, upon conviction, may be punished by a like fine, imprisonment, or both (22 U.S.C. §3105(c)).

# E. PAPERWORK REDUCTION ACT NOTICE

This report (titled "Report of U.S. Ownership of Foreign Securities, Including Selected Money Market Instruments" in the Federal Register Notice of February 21, 2003, pages 8537-8538) has been reviewed and approved by the Office of Management and Budget in accordance with the *Paperwork Reduction Act of 1995* and assigned OMB Control Number 1505-0146. The purpose is to collect accurate and complete data that will enable the Treasury Department to fulfill its responsibility under the Act. The estimated average burden associated with this collection of information is 700 hours for custodians reporting detailed information on Schedule 2, 145 hours for investors providing detailed information on Schedule 2, and 48 hours for custodians and investors reporting only custodian information on Schedule 3. The amount of time required to complete the report will vary depending on the amount of data to report. Comments concerning the accuracy of this burden estimate and suggestions for reducing the burden should be directed to:

Administrator, International Portfolio Investment Data Systems U.S. Department of the Treasury 1500 Pennsylvania Avenue NW, Room 4410-1440NYA Washington, DC 20220, or

The Office of Management and Budget Paperwork Reduction Project (1505-0146) Washington, DC 20503

No person is required to respond to any U.S. Government collection of information unless it displays a currently valid OMB control number.

# II. GENERAL INSTRUCTIONS

#### A. WHO MUST REPORT

All entities that receive a copy of this report booklet must report. (See Section II.C, Exemption Levels.)

Organizations that invest in foreign securities for their own account (for trading, investment, or any other purpose) or which invest on behalf of others, including managers of mutual funds, insurance company policyholder assets, and pension fund managers are referred to as "end-investors" throughout these instructions. U.S.-resident end-investors include, but are not limited to:

Financial and non-financial organizations

Managers of private and public pension funds

Managers of mutual funds, country funds, unit-investment funds, exchange-traded funds, collective-investment trusts, or any other similarly pooled, commingled fund

Insurance companies

**Foundations** 

Institutions of higher learning (e.g., university endowments)

Trusts and estates

Custodians are all organizations that hold securities in safekeeping for other organizations. Most U.S.-resident custodians also invest in foreign securities for their own account, i.e., are also end-investors for purposes of this report. Custodians should report both the foreign securities held in safekeeping for other U.S. residents and their own foreign securities.

Reports should include all reportable securities held or managed by <u>all U.S.</u>-resident parts of your organization, including <u>all U.S.</u>-resident branches and subsidiaries. U.S. residents include organizations located in the Commonwealth of Puerto Rico and U.S. territories. Please see Appendix H for the complete definition of United States. It is the responsibility of the parent entity in each organization to ensure that its report covers all applicable entities within the organization.

Additional copies of the reporting forms and instructions may be printed from the Internet at: http://www.treas.gov/tic/forms.html#benchmark

# B. "SCHEDULE 2 AND SCHEDULE 3" VS. "SCHEDULE 3 ONLY" REPORTERS

"Schedule 2 and Schedule 3" reporters must report:

- On **Schedule 2**: (1) detailed data on all of the foreign securities that are held directly, held as a custodian, or managed directly for U.S. residents; and (2) all of the foreign securities that the reporter arranges to be held abroad, either by using a foreign custodian (including foreign branches of U.S. banks or U.S. broker/dealers) or by directly entrusting these securities to a foreign central securities depository (such as Euroclear or Clearstream).
- On **Schedule 3**: summary amounts for all foreign securities entrusted to the safekeeping of an U.S.-resident custodian (excluding U.S. central securities depositories, see Section III.H).

"Schedule 3 only" reporters must report:

• On **Schedule 3**: summary amounts for all foreign securities entrusted to the safekeeping of another organization, **regardless** of where that organization is located, i.e., data <u>for both</u> U.Sresident and foreign-resident custodians must be reported.

# C. EXEMPTION LEVELS

If you have received this booklet, there is NO exemption level for Schedule 1. You must submit the respondent contact identification and certifying information parts of Schedule 1. (However, securities data need not be reported on Schedule 1 if you are not required to report data on Schedule 2 or Schedule 3 records.) The cover letter that accompanies this booklet identifies your organization as either a "Schedule 2 and Schedule 3" reporter or as a "Schedule 3 only" reporter.

U.S.-resident custodians and end-investors identified as "Schedule 2 and Schedule 3" reporters must submit all Schedule 2 records, regardless of the size of their holdings.

U.S.-resident custodians and end-investors identified as "Schedule 2 and Schedule 3" reporters are also required to report holdings entrusted to a U.S.-resident custodian on Schedule 3 if the aggregate fair (market) value of the foreign securities entrusted to that U.S.-resident custodian for their own account or the account of other U.S. residents, aggregated over all accounts they own and all accounts that they manage, is US\$ 100 million or more as of the close of business on December 31.

U.S.-resident custodians and end-investors identified as "Schedule 3 only" reporters are exempt from reporting on Schedule 2.

U.S.-resident custodians and end-investors identified as "Schedule 3 only" reporters are required to report holdings entrusted to a U.S.-resident custodian on Schedule 3 only if the aggregate fair (market) value of the foreign securities entrusted to that U.S.-resident custodian, aggregated over all accounts they own and all accounts that they manage, is US\$ 100 million or more as of the close of business on December 31. In addition, U.S.-resident custodians and end-investors identified as "Schedule 3 only" reporters are required to report holdings entrusted to all foreign custodians, including foreign branches of U.S. banks, on Schedule 3 if the aggregate fair (market) value of the foreign securities aggregated over all accounts they own and all accounts that they manage, is, for all foreign custodians used, US\$ 100 million or more as of the close of business on December 31.

# D. REPORTING DATES

Report data as of the close of business December 31. Data should be submitted to the Federal Reserve Bank of New York no later than the first Friday of March.

# E. SUBMISSION INSTRUCTIONS AND CONTACT INFORMATION

**Schedule 1** and **Schedule 3** must be filed on paper. If you have 200 or more **Schedule 2** records, these records must be submitted on diskette(s) or compact disk(s) (CDs) in the format specified in Appendix I. If you have <u>less than</u> 200 **Schedule 2** records, these records may be submitted electronically using the format specified in Appendix I or on paper, using the form contained in Appendix A.

Reports can be mailed or sent by courier to:

Federal Reserve Bank of New York Statistics Function, 4<sup>th</sup> Floor 33 Liberty Street New York, NY 10045-0001

Please contact FRBNY staff with questions pertaining to the report or if the following conditions apply:

- 1. Your organization requires additional time to complete your report.
- 2. Your organization received a copy of the report booklet and is not the parent entity in your organization.

- 3. Your organization cannot submit a single report for its entire organization.
- 4. Your respondent contact information or technical contact information changed after submission of your Schedule 1.

FRBNY staff can be reached at:

Phone: (212) 720-6300

(646) 720-6300

Email: SHC.Help@ny.frb.org

# III. WHAT SECURITIES MUST BE REPORTED

This report collects information on U.S. resident holdings of foreign securities, including foreign equities, short-term debt securities (including selected money market instruments), and long-term debt securities. Asset-backed securities are to be reported separately from other debt securities. Foreign securities include securities issued by entities that are established under the laws of a foreign country and all securities issued by international organizations, such as the International Bank for Reconstruction and Development (IBRD or World Bank), and the Inter-American Development Bank (IADB), even if these organizations are located in the United States.

Reportable securities may be traded or issued in the United States and in foreign countries, and may be denominated in any currency, including Euros and U.S. dollars. Neither the country in which the securities are traded or issued, nor the currency in which the securities are denominated, is relevant in determining whether the securities are reportable.

# A. REPORTABLE FOREIGN SECURITIES

# Reportable securities include:

- Securities issued by international and regional organizations, such as the International Bank for Reconstruction and Development (IBRD or World Bank) or the Inter-American Development Bank (IDB).
- Securities issued in the United States by foreign resident organizations (e.g., Canadian or Mexican firms), even if they are denominated in U.S. dollars and trade on U.S. securities exchanges.
- Securities issued by foreign subsidiaries of U.S. organizations (e.g., GMAC Canada) and foreign branches of U.S. banks, even if they are guaranteed by the U.S. parent company, or issued in the United States.
- ADRs (American depositary receipts see Section III.E).
- Securities issued by foreign entities under Section 144A of the SEC Act.
- Money market instruments, including negotiable certificates of deposit (CDs), issued by foreign entities.

**Equity securities** that represent an ownership interest in foreign organizations.

# *Include as equities:*

- Common stock (ordinary shares);
- Preferred stock (participating and nonparticipating preference shares);
- Restricted stock;
- Depositary receipts /shares (e.g., American, Global, International) **provided** the underlying securities used to collateralize the receipts/shares **are** foreign securities;
- Shares/units in foreign mutual funds and investment trusts (including money market and mutual funds);
- U.S.-resident limited partner ownership in foreign limited partnerships (general partner ownership is excluded);
- Other equity securities.

**Short-Term Debt Securities** (excluding asset-backed securities) include bills, commercial paper, and other money market instruments specified below with an **original maturity of one year or less** that give the holder the unconditional right to financial assets.

Include as short-term debt securities-:

- Short-term foreign government securities;
- Short-term bankers' acceptances and trade acceptances;
- Short-term commercial and financial paper;
- Short-term negotiable certificates of deposit;
- Short-term notes issued under note issuance facilities and revolving underwriting facilities, even though the underlying facility may be for more than one year;

- Short-term medium-term notes, bank notes and deposit notes;
- Short-term promissory notes;
- STRIPs with original maturity of one year or less;
- Other short-term debt securities.

Long-Term Debt Securities (excluding asset-backed securities) include bonds and notes, with an original maturity of over one year, that usually give the holder the unconditional right to financial assets.

*Include as long-term debt securities:* 

- Bonds such as foreign treasury, zero coupon, stripped, deep-discounted, currency-linked (e.g., dual-currency), floating rate, equity-related (e.g., convertible bonds) bonds and Eurobonds;
- Long-term index-linked debt securities (e.g., property index certificates);
- Long-term floating rate notes (FRN), such as perpetual notes (PRN), variable rate notes (VRN), structured FRN, reverse FRN, collared FRN, step up recovery FR (SURF), and range/corridor/accrual notes;
- Long-term medium-term notes, bank notes and deposit notes;
- Bonds with multiple call options, the last of which is more than one year after issue;
- Long-term debentures;
- Long-term negotiable certificates of deposit;
- Long-term bearer depositary receipts denoting ownership of debt securities issued by nonresidents;
- Brady bonds;
- Long-term securities backed by a sinking fund;
- Other long-term debt securities.

**Asset-Backed Securities** are securitized interests in a pool of assets, which give the purchaser a claim against the cash flows generated by the underlying assets. These are reported if the **issuer** securitizing the assets is a foreign resident. The underlying asset should not be used to determine if the securities are reportable.

Include as asset-backed securities all collateralized mortgage obligations (CMOs) and CBOs, CLOs, CDOs, and other securities backed by pools of:

- Mortgages;
- Credit card receivables;
- Automobile loans;
- Consumer and personal loans;
- Commercial and industrial loans and other whole loans;
- Commercial paper;
- Other assets.

# **B. DO NOT REPORT**

Do not report any:

- Derivative contracts (including futures, forwards, swaps, options, and warrants) meeting the definition of a
  derivative under FAS 133. Embedded derivatives that are not bifurcated under FAS 133 should not be
  separated from the host contract. However, if an embedded derivative is bifurcated the derivative should be
  excluded from the report and the host security should be included on the report.
- Loans and loan participation certificates
- Letters of credit
- Non-negotiable certificates of deposit
- Bank deposits, including time (except for negotiable CDs) and demand deposits
- Foreign securities temporarily acquired under reverse repurchase, borrowing, or lending arrangements (see Section III.D)
- Foreign securities that are the underlying security of a depositary receipt (see Section III.E)

- Direct investments (see Section III.G), including general partner investments in limited partnerships (however, limited partner ownership are reportable investments)
- All U.S. securities, including:
  - 1. Securities issued by U.S.-resident organizations, even if they are denominated in foreign currencies or traded on foreign securities exchanges
  - 2. Securities issued by U.S. subsidiaries of foreign organizations and U.S. branches of foreign banks, even if they are guaranteed by the foreign parent company, or issued outside of the United States
  - 3. Securities issued by U.S. entities under Section 144A of the SEC Act
  - 4. Ownership of shares of U.S.-resident funds, even if the fund invests in foreign securities (see Section III.C)
  - 5. Stripped securities issued by an U.S.-resident financial institution, even if the underlying security is a foreign security (see Section III.F)

# C. MUTUAL FUND SHARES AND RELATED EQUITY HOLDINGS

1. Report U.S. residents' ownership of shares of funds established outside of United States (foreign funds) as equity securities. All U.S. residents' holdings of foreign mutual funds should be assigned Security Type 3 (mutual fund), and not categorized as a debt security, regardless of the underlying securities held by the fund.

The determination of whether funds and investment trusts are foreign securities is based on the country in which the fund is legally established, not based on the type of security the fund purchases. For example, shares in a mutual fund organized in Bermuda that purchases U.S. Treasury securities are reportable foreign securities. Likewise, ownership of shares in a mutual fund established in the United States are U.S. securities and should be excluded from the report, even if the U.S. mutual fund invests in foreign securities. Many funds established outside the United States have names that are similar to U.S. mutual fund names. This often occurs when the fund is managed by a group that manages many U.S. funds and therefore may be thought of as managing only U.S. funds. If there is doubt as to whether a fund is U.S. or foreign, please contact FRBNY report staff at (212) 720-6300 or (646) 720-6300.

2. Report U.S.-resident funds' ownership of foreign securities.

Although ownership of shares of U.S. mutual funds are excluded from this report, the foreign securities owned by U.S.-resident funds are reportable. These are distinct holdings and, therefore, are not duplicate reporting. Foreign securities owned by U.S.-resident funds should be classified as equity, debt, or asset-backed securities, as indicated in Section III.A.

# D. SECURITIES INVOLVED IN REPURCHASE AND SECURITIES LENDING ARRANGEMENTS

A repurchase agreement (repo) is an arrangement involving the sale of securities at a specified price with a commitment to repurchase the same or similar securities at a specified price on a future date. A reverse repo is an agreement whereby a security is purchased at a specified price with a commitment to resell the same or similar securities at a specified price on a specified future date. Buy/sell back agreements should be treated the same as repos. Securities lending/borrowing arrangements are agreements whereby the ownership of a security is transferred in return for collateral, usually another security or cash, under condition that the security or similar security will revert to its original owner at a future date.

• Securities sold under repurchase agreements or lent under securities lending arrangements, or collateral provided, should be reported by the original owner of the securities (or their U.S.-resident custodian) as if the

securities were continuously held; that is, as if the repurchase or security lending agreement did not exist. Thus, if an U.S. resident transferred a foreign security under a repurchase or securities lending arrangement, the U.S. resident (or their U.S. custodian) transferring the security should include it in its Schedule 2 or Schedule 3 records. The country reported should be the country of the issuer of the security and not the country of the counterparty to the repo.

- Securities, including collateral, temporarily acquired by U.S. residents under reverse repurchase or borrowing or lending arrangements should not be reported.
- Securities acquired from cash received as collateral for securities lending programs should not be reported.

#### E. DEPOSITARY RECEIPTS/SHARES

Depositary receipts, including American depositary receipts (ADRs) or bearer depositary receipts, should be attributed to the country of residence of the issuer of the security underlying the depositary receipt. Issuers of depositary receipts should **not** report their holdings of the actual foreign securities. Only U.S. residents' holdings of depositary receipts should be reported.

In addition, the security type reported should be determined based on the security underlying the depositary receipt. For example, if the underlying security is foreign common stock then the security type reported in Item 7 of the Schedule 2 should be "1" (common stock).

# F. STRIPPED SECURITIES

Stripped securities (strips) are securities that have been transformed from a principal amount with periodic interest coupons into a series of zero coupon securities, with the range of maturities matching the coupon payment dates and the redemption date of the principal amount.

The residency of the strips is the residence of the entity that <u>issued</u> the strips, not the entity that issued the underlying security. U.S.-resident holders of stripped securities issued by foreign residents should report these securities. If an U.S.-resident financial institution issued the strips, the issuer of the strips should report its ownership of the underlying foreign securities. Exclude U.S. resident holdings of stripped securities issued by an U.S.-resident financial institution.

# G. DIRECT INVESTMENT

A direct investment relationship between non-banking organizations exists when one firm or a group of affiliated firms owns 10% or more of the voting equity of another firm. If a direct investment relationship exists between non-banking organizations, all securities held by the parent organization that were issued by the direct investee are considered direct investment. If one of the organizations is a banking firm, the inter-company holdings are considered direct investment only if they provide permanent capital. All holdings known to be direct investment should be excluded from this report.

# H. SECURITIES HELD BY CENTRAL SECURITIES DEPOSITORIES

Foreign securities entrusted to U.S.-resident custodians that are in turn held at U.S. central securities depositories (such as the Depository Trust Company or the Federal Reserve Bank of New York), or foreign central securities depositories (such as Euroclear or Clearstream), must be reported by the U.S.-resident custodian, not by the U.S. or foreign central securities depositories. Foreign securities provided to the Federal Reserve Bank of New York (FRBNY) for discount window loan collateral must be reported by the "lender" of the securities, not by the FRBNY.

# I. COUNTRY ATTRIBUTION

Except for international and regional organizations, and depositary receipts, securities should be reported based upon **the country of residence of the issuer of the securities.** The country of residence of any entity is where it is legally incorporated or otherwise legally organized, with the exception of bank branches, which are reported by where they are licensed. Securities issued by international and regional organizations are not allocated to the country in which the international or regional organization is located but rather to the separate code for international and regional organizations. (Refer to Appendix E for a list of international and regional organizations.) In cases where a foreign branch of an U.S.-resident organization issues a reportable security, report these securities in the country where the foreign branch is resident. The only exception is that depositary receipts should be attributed to the country of residence of the issuer of the security underlying the depositary receipt.

Attribution of country of residence of the issuer should **not** be affected by the currency of issue or by the country of a guarantor.

# J. LIMITED PARTNERSHIPS

U.S.-resident limited partner ownership of foreign limited partnerships should be reported as Other Equity (Schedule 2, Item 7 = 4). Limited partners' ownership does not carry voting rights; therefore, all ownership, even those greater than 10%, are reportable. The Number of Shares Held field on the Schedule 2 (Item 16) should be defaulted to the value reported in the US\$ Market Value field (Item 14a) because limited partnerships do not issue shares.

U.S.-resident general partner ownership of foreign limited partnerships is always considered to be direct investment and is excluded from this report.

# K. ACCOUNTING RULES, VALUATION OF SECURITIES, AND CALCULATION OF U.S. DOLLAR VALUES

# **Accounting Rules**

All securities should be reported using settlement date accounting. Gross long positions should be reported. Do not net any short positions from long positions. Do not enter decimals or negative values in any cells.

# Valuation of Securities

Report the fair (market) value of securities as of close of business December 31. The fair (market) value follows the definition of FAS 115. Fair value is the amount at which an asset could be bought or sold in a current transaction between willing parties, other than in a forced or liquidation sale. If a quoted market price is available for an instrument, the fair (market) value is the product of the number of trading units times that market price. For securities that do not regularly trade, the estimate of fair value should be based on the best information available in the circumstances. The estimate of fair value should consider prices for similar assets and the results of valuation techniques to the extent available in the circumstances. Examples of valuation techniques include discounted cash flow, matrix pricing, option-adjusted spread models and fundamental analysis.

For asset-backed securities, the fair (market) value of the unpaid principal amount outstanding at close of business on December 31, should be reported; if principal has been repaid, this fair (market) value will **not** be the same as the original face value revalued at end-period market prices.

U.S.-resident custodians should, at a minimum, report the fair (market) value to the extent that it is available as part of their normal services provided to customers.

If the US\$ fair (market) value is determined to be zero, please ensure that you indicate the reason for a zero value

# on Schedule 2.

# Foreign Currency Denominated Securities - CALCULATION OF U.S. DOLLAR VALUES

If the security is not denominated in U.S. dollars (US\$) and a US\$ fair (market) value is not available in your system, convert the foreign currency denominated fair (market) value into US\$ using the spot exchange rate as of the close of business on December 31. If you need assistance locating an exchange rate, please contact FRBNY staff at (212) 720-6300 or (646) 720-6300.

If the exchange rate is normally quoted in units of foreign currency per US\$, such as \$105.75/US\$, divide foreign currency values by the foreign exchange rate to obtain the US\$ values. For example, if the value of a security issued in Japan is \$200,000, divide \$200,000 by 105.75 to obtain US\$ 1,891.

If the exchange rate is normally quoted in US\$ per units of the foreign currency, such as US\$1.75/UK£, then multiply foreign currency values by the US\$ exchange rate value of the foreign currency to obtain US\$ values. For example, if the value of a security issued in the United Kingdom is UK £1,000, multiply UK £1,000 by 1.75 to obtain US\$ 1,750.

#### L. DATA RETENTION PERIOD

The reporter must retain all data used to create this report for a period of 24 months from the date of the report's submission.

# M. REVIEW OF DATA AND REQUESTS FOR REVISED DATA

Data submitted on the reporting schedules are reviewed by FRBNY staff. As a result of this review, the respondent may be asked by FRBNY staff to provide supplemental information, including reasons for significant data changes between reporting periods, or corrected data. In addition, FRBNY staff may request: (1) information to ensure that all reportable foreign securities have been reported; (2) information to ensure that all reported foreign securities are held by U.S. residents; or (3) other information that helps to explain or corroborate the submitted data.

Entities filing data on electronic media that are not formatted per the specifications in Appendix I will be <u>required</u> to re-submit the data in the proper format.

# IV. INSTRUCTIONS FOR COMPLETING REPORTING SCHEDULES

# A. SCHEDULE 1 - RESPONDENT CONTACT IDENTIFICATION AND SUMMARY OF FINANCIAL INFORMATION

A paper copy of a signed Schedule 1 must be completed by all organizations that receive this report booklet. This schedule is used to provide basic identifying information and provide summaries of data reported on Schedule 2 and Schedule 3 records. Please type or print all information.

(Please enter your ten-digit RSSD Identification number at the top of each page of Schedule 1.)

# RESPONDENT CONTACT IDENTIFICATION AND SUMMARY OF FINANCIAL INFORMATION

- 1. **Respondent Identification Number** Enter your organization's ten-digit Respondent Identification Number. If you do not know the Respondent Identification Number for your organization, please contact FRBNY staff at (212) 720-6300 or (646) 720-6300.
- 2. Organization Name and Address Include the full legal name and mailing address of the reporting entity.
- **3. Reporting Status** Select "1" only if your parent organization has received authorization to file an unconsolidated report but you are exempt (meaning you have <u>no</u> reportable securities in custody or do not directly own any reportable securities). Select "2" if your organization is filing only Schedule 2 records. Select "3" if your organization is filing only Schedule 2 and Schedule 3 records.
- 4. Industrial Classification Code Enter one of the following that best describes your organization

1 = Bank 4 = Insurance Company 7 = Foundation, Trust, or Estate

2 = Mutual Fund or Investment Trust 5 = Other Financial Organization8 = Institution of Higher Learning (e.g., university)

3 = Pension Fund 6 = Non-Financial Organization9 = Other (not listed above)

A Bank is any depository institution (i.e., an institution that takes deposits), a bank holding company, or a financial holding company organized under Regulation Y of the Federal Reserve Act.

An Other Financial Organization is any other organization that acts as a financial intermediary, such as a finance company or a broker/dealer, which is operated separately from an organization in one of the other categories listed above.

A Non-Financial Organization is an organization that conducts commercial, industrial or trade activities.

- **5.** Name of Contact Enter the name of the person who will be the primary contact for this report and can answer questions about the data reported.
- **6. Title** Enter the job title of the contact identified in item 5.
- 7. **Telephone Number** Enter the telephone number of the contact identified in item 5.
- **8.** Fax Number Enter the fax number of the contact identified in item 5.
- 9. Email Address Enter the email address of the contact identified in item 5.
- **10.** Name of Service Provider or Vendor Used If a service provider or vendor was used to prepare the data reported, enter the name of the service provider.

- 11. Name of Technical Contact Enter the name of a person who will serve as a contact should any technical issues, such as incorrect file formats, arise. If a service provider was used to prepare the data reported, the technical contact may be a vendor employee.
- **12. Title** Enter the job title of the technical contact identified in item 11.
- **13.** Telephone Number Enter the telephone number of the technical contact identified in item 11.
- **14. Email Address** Enter the email address of the technical contact identified in item 11.
- **15. Valuation Technique** For each reporting unit, describe the valuation technique(s) used to calculate the reported market values. If securities are automatically valued at zero after a specified time period of inactivity, please specify the time period and whether this applies to the security or to the client's holdings of the security. Also, please specify how securities not actively traded on the report date and those with internally generated security identification numbers are valued. If your organization has more than four reporting units, please attach additional copies of Schedule 1, page 2, with item 15 completed.

# **SUMMARY OF SCHEDULE 2 INFORMATION**

This section contains summary data for the information reported on **Schedule 2** records.

- **16.** Total Number of Schedule 2s Submitted Enter the total number of Schedule 2 records submitted.
- 17. Total US\$ Fair (Market) Value of All Equity Securities Enter the sum of the US\$ fair (market) value of all equity security records (records with Schedule 2, Item 7 = 1, 2, 3, or 4), rounded to the nearest U.S. dollar.
- **18.** Total US\$ Fair (Market) Value of All Short-Term Debt Securities (excluding asset-backed securities) Enter the sum of the US\$ fair (market) value of all short-term debt security (excluding asset-backed securities) records (records with Schedule 2, Item 7 = 5, 6, or 8), rounded to the nearest U.S. dollar.
- **19. Total US\$ Fair (Market) Value of All Long-Term Debt Securities** (excluding asset-backed securities) Enter the sum of the US\$ fair (market) value of all long-term debt security (excluding asset-backed securities) records (records with Schedule 2, Item 7 = 9, 10, or 12), rounded to the nearest U.S. dollar.
- **20.** Total US\$ Fair (Market) Value of All Asset-Backed Securities Enter the sum of the US\$ fair (market) value of all asset-backed security records (records with Schedule 2, Item 7 = 7 or 11), rounded to the nearest U.S. dollar.

# **SUMMARY OF SCHEDULE 3 INFORMATION**

This section contains summary data for the information reported on **Schedule 3** records.

- 21. Total Number of Schedule 3s Submitted Enter the total number of Schedule 3 records submitted.
- 22. Total US\$ Fair (Market) Value of All Equity Securities Enter the sum of all Schedule 3 records, item 4.
- **23.** Total US\$ Fair (Market) Value of All Short-Term Debt Securities (excluding asset-backed securities) Enter the sum of all Schedule 3 records, item 5.
- **24.** Total US\$ Fair (Market) Value of All Long-Term Debt Securities (excluding asset-backed securities) Enter the sum of all Schedule 3 records, item 6.
- **25.** Total US\$ Fair (Market) Value of All Asset-Backed Securities Enter the sum of all Schedule 3 records, item 7.

# **CERTIFYING INFORMATION**

# All reporters must complete this section.

By signing and dating the certification, the Certifier acknowledges that:

- He/she has read and understood the reporting requirements of this report;
- He/she is aware that both civil and criminal penalties may be imposed for filing a false report; and
- He/she is sufficiently knowledgeable about the activities and functions of this organization that he/she can knowingly and with reasonable confidence certify that the information provided in this report is both accurate and complete.
- **26 30 -** Enter the name, job title, telephone number, and email address of the person in your organization who certifies that the information provided is complete and accurate, as well as the date and signature.

# **B. SCHEDULE 2 - DETAILS OF SECURITIES**

Please refer to Sections II.B and II.C for a description of who is required to submit data on this schedule.

(Please enter your ten-digit RSSD Identification Number at the top of each page of Schedule 2.)

- **1. Respondent Identification Number** Enter your organization's ten-digit Respondent Identification Number. If you do not know the Respondent Identification Number for your organization, please contact FRBNY staff at (212) 720-6300 or (646) 720-6300.
- **2. Sequence Number** Enter the sequence number of this detail record, right justified. The first detail record should be assigned sequence number 1, and each succeeding Schedule 2 should be assigned a sequence number one higher than the previous record.
- **3a. Reporting Unit Code** If data being submitted are collected from multiple databases or reporting systems, please report the internal code used in your organization to identify the database or system from which the information on this Schedule 2 came. This information may greatly reduce the costs of identifying and fixing reporting errors that occur.
- **3b.** Name of Reporting Unit Enter a description or name of the reporting unit or area that corresponds to the code reported in item 3a.
- 4. Security ID Enter the security ID code used to identify the security reported on this Schedule 2. ISIN codes are strongly preferred. If the ISIN code is not available, please use a code listed as "Primary" in Appendix C. If no "primary" code is available, please use a "secondary" code listed in Appendix C other than "internally generated." Do not use internally generated codes unless this security has not been assigned a code by any recognized numbering agency (e.g., limited partnerships). However, all records for securities for which a portion is restricted and a portion is not restricted should be reported with the numbering agency code assigned to the unrestricted portion. If excessive internal codes are used, we may have to contact you to help identify characteristics of certain individual securities. Please include the security id's check digit and exclude any internal coding characters added to the ISIN, CUSIP, or other numbering agency code.
- **5. Security Description** Briefly describe the security, providing any relevant descriptive information available. Ideally, this would include, but is not restricted to: (a) for preferred stock, the annual dividend; (b) for debt securities, the interest rate; (c) for floating rate notes, how the interest is calculated (e.g., Libor plus 1.5); and (d) for depositary receipts, the underlying security.
- **6. Security ID System** Select the appropriate number from the list provided in Appendix C. For example, if the Security ID Number entered in Item 4 was an ISIN number, enter "01"; if it was a CINS, enter "33." If the security ID system used is not listed, enter a code of 99 (other) and provide the name of the organization generating the code in item 6a. If the code is internally generated, enter a code of 98 and explain how your internal coding system assigns numbers in item 6a.
- **6a**. **Comment Line** If you entered a code of 99 (other) in item 6 you must provide the name of the organization generating the security ID code. If you entered a code of 98 (internally generated) in item 6 please explain how your internal coding system assigns numbers.
- 7. Security Type Enter the appropriate Security Type code from the listed options below:

1 = Equity, Common Stock5 = Short-Term Commercial Paper9 = Zero Coupon Long-Term Debt2 = Equity, Preferred Stock6 = Short-Term Negotiable CDs10 = Convertible Long-Term Debt

3 = Equity, All Mutual Funds 7 = Short-Term Asset-Backed Securities 11 = Long-Term Asset-Backed Securities

4 = Equity, All Other 8 = All Other Short-Term Debt or 12 = All Other Long-Term Debt

Selected Money Market Instruments

**8. Depositary Receipt/Share** - Enter "1" if the security is a depositary receipt/share. Enter "2" otherwise.

- **9. Name of Issuer** Enter the name of the organization that issued the security. Please try to provide the full legal name of the issuer. For branches of banks, please provide the location of the branch.
- **10. Type of Issuer** Enter "1" if the security was issued by a national or local government, (including central banks and development banks) or by an international or regional organization. (See Appendix E for a list of international and regional organizations.) Enter "2" if the security was issued by another type of entity, including government-sponsored or government-owned enterprises.
- **11. Country of Issuer** Enter the country code from Appendix D that corresponds to the country of residence of the entity that issued the security. (Refer to Section III.I, Country Attribution.)
- **12. Currency of Denomination** Enter the ISO code from Appendix F that corresponds to the currency in which the security being reported is denominated.
- **13. Ownership Code** Enter the appropriate code from the list below:
- 1 = if your organization is reporting as the owner of this security and holds the security or uses a foreign custodian
  - 2 = if your organization is reporting as the custodian for an U.S.-resident mutual fund for this security
  - 3 = if your organization is reporting as the custodian for an U.S.-resident pension fund for this security
  - 4 = if your organization is reporting as the custodian for an U.S.-resident insurance company for this security
  - 5 = if your organization is reporting as the custodian for any other U.S. residents for this security
  - 6 = if it is unknown
- **14a.** US\$ Fair (Market) Value of Security Held Enter the US\$ fair (market) value of the security being reported, rounded to the nearest U.S. dollar. (See Section III.K, Accounting Rules, Valuation of Securities, and Calculation of U.S. Dollar Values, for more information on how to calculate the US\$ fair (market) value.)
- **14b. Fair (Market) Value of Security Held Denominated in Currency of Issue** Enter the fair (market) value of the security being reported, rounded to the nearest currency of issue unit. If the currency of issue is US\$, report the same value as in item 14a. (See Section III.K, Accounting Rules, Valuation of Securities, and Calculation of U.S. Dollar Values, for more information on how to calculate the fair (market) value.)
- **15.** If US\$ Fair (Market) Value is Zero If the US\$ fair (market) value of the security being reported is calculated to be zero, please indicate the reason from the list provided.

# FOR EQUITY SECURITIES ONLY

**16. Number of Shares Held** - Enter the number of shares held, rounded to the nearest share. Securities for which the amount of shares held is zero should not be reported.

# FOR SHORT-TERM AND LONG-TERM DEBT SECURITIES EXCLUDING ASSET-BACKED SECURITIES

- 17. Face Value in Currency of Denomination For both short-term and long-term securities, enter the face value held in the currency of denomination, rounded to the nearest whole currency unit. If a security is traded in units, then calculate the face value as: (face value of each unit) \* (the number of units held) and report the result in this field. Securities for which the amount held is zero should not be reported.
- **18. Issue Date** Enter the issue date of this security in MMDDYYYY format. For example, if the security was issued on October 4, 1985, enter 10041985. If there are multiple issue dates, enter the first such issue date.

**19. Maturity Date** - Enter the final maturity date (when all remaining principal and interest is due) of this security in MMDDYYYY format. For example, if the security's final maturity date is January 5, 2010, enter 01052010.

# FOR SHORT-TERM AND LONG-TERM ASSET-BACKED SECURITIES ONLY

- **20. Original Face Value in Currency of Denomination** Enter the original face value in the currency of denomination, rounded to the nearest whole currency unit. This is the value that is (would have been) outstanding if no principal has been (had been) repaid. If a security is traded in units, then calculate the original face value as: (original face value of each unit) \* (the number of units held) and report the result in this field.
- **21. Remaining Principal Outstanding in Currency of Denomination** Enter the <u>remaining</u> principal outstanding as of December 31, in the currency of denomination, rounded to the nearest whole currency unit. This will equal the original face value if no principal has been repaid. If a security is traded in units, then calculate the remaining face value as: (remaining face value of each unit) \* (the number of units held) and report the result in this field. Securities for which the amount held is zero should not be reported.
- **22. Issue Date** Enter the issue date of this security in MMDDYYYY format. For example, if the security was issued on October 4, 1985, enter 10041985. If there are multiple issue dates, enter the first such issue date.
- **23. Maturity Date** Enter the final maturity date of this security in MMDDYYYY format. For example, if the security's final maturity date is January 5, 2010, enter 01052010.

# C. SCHEDULE 3 - CUSTODIANS USED

Please refer to Sections II.B and II.C for a description of who is required to submit data on this schedule.

(Please enter your ten-digit RSSD Identification Number at the top of each page of Schedule 3.)

- **1. Respondent Identification Number** Enter your organization's ten-digit Respondent Identification Number. If you do not know the Respondent Identification Number for your organization, please contact FRBNY staff at (212) 720-6300 or (646) 720-6300.
- **2. Sequence Number -** Enter the sequence number of this detail record, right justified. The first detail record should be assigned sequence number 1, and each succeeding Schedule 3 should be assigned a sequence number one higher than the previous record.
- **3.** Custodian Code Please refer to Appendix G for a list of the major U.S.-resident custodians and select the code that matches your U.S.-resident custodian. If you do not see your U.S.-resident custodian listed, please enter 99 and complete items 9 through 14. If you are <u>not</u> required to submit **Schedule 2** records, please submit one consolidated Schedule 3 record that represents all of your organization's holdings of foreign securities with foreign custodians. Use custodian code XX for this consolidated Schedule 3 record.
- **4. Total US\$ Fair (Market) Value of Equities Entrusted** Enter the aggregate US\$ fair (market) value for all foreign equities that you entrusted to this U.S.-resident custodian or to foreign custodians, rounded to the nearest U.S. dollar.
- **5.** Total US\$ Fair (Market) Value of Short-Term Debt (excluding asset-backed securities) Entrusted Enter the aggregate US\$ fair (market) value for all foreign short-term debt securities (excluding asset-backed securities) that you entrusted to this U.S.-resident custodian or to foreign custodians, rounded to the nearest U.S. dollar.
- **6.** Total US\$ Fair (Market) Value of Long-Term Debt (excluding asset-backed securities) Entrusted Enter the aggregate US\$ fair (market) value for all foreign long-term debt securities (excluding asset-backed securities) that you entrusted to this U.S.-resident custodian or to foreign custodians, rounded to the nearest U.S. dollar.
- 7. Total US\$ Fair (Market) Value of Asset-Backed Securities Entrusted Enter the aggregate US\$ fair (market) value for all foreign asset-backed securities that you entrusted to this U.S.-resident custodian or to foreign custodians, rounded to the nearest U.S. dollar.
- **8. Securities Reported For** Enter the code from the list provided, which indicates if you are the U.S.-resident investor or custodian that is entrusting foreign securities to this U.S.-resident custodian or to foreign custodians. (See Appendix H for the definitions of investor and custodian.)

# COMPLETE ITEMS 9 THROUGH 14 ONLY IF THE CUSTODIAN CODE (ITEM 3) IS 99

- **9.** Name of Custodian Enter the full legal name of the U.S.-resident custodian to which you entrusted the securities.
- 10. Street Address of Custodian Enter the mailing address of the U.S.-resident custodian identified in item 9.
- 11. City Enter the city in which the U.S.-resident custodian identified in item 9 is located.
- 12. State Enter the state in which the U.S.-resident custodian identified in item 9 is located.
- 13. Zip Code Enter the zip code for the address of the U.S.-resident custodian identified in item 9.

**14. Telephone Number of Custodian** - Enter the telephone number of the U.S.-resident custodian identified in item .

**APPENDIX A: SAMPLE REPORTING SCHEDULES** 

# SCHEDULE 1: RESPONDENT CONTACT IDENTIFICATION AND SUMMARY OF FINANCIAL INFORMATION

# RESPONDENT CONTACT INFORMATION

1.	Respondent Iden	tification Number:	Enter your 10-digit	identification	number				
2.	Organization Na	me:							
	Organization i val								
	Street Address:								
	City:			State:		_ Zip Code:_			
3.	1 = E $2 = O$ $3 = O$	xempt - Schedule 2 only Schedule 2(s) a only Schedule 3(s) a	of the following 2 being submitted by are being submitted are being submitted 3(s) are being submit	another entity					
4.	1 = Bank		se enter one of the fo 4 = Insurance Composition 5 = Other Financial 6 6 = Non-Financial O	any Organization	7 = Foundation 8 = Institution	rour organization, Trust or Es n of Higher Le ot listed above)	state earning (e.g		
If		provide more than o	zation who can respo one contact name, pl						
5.	Name:								
6.	Title:								
7.	Telephone Num	ber:		8. Fax Num	ıber:				
9.	Email Address:								
10	Name of Service	e Provider or Vend	lor Used (if applicabl	e):					_
	ease provide a techn ifile formats or elec		ur organization or yo on issues.	our service pro	vider, if one is	used, who ca	an respon	d to in	quiries
11	. Name:								_
12	Title:								_
13	. Telephone Numb	per:							_
14	Email Address:								_

Please enter your	10-digit Respondent Identification Number										
For each reporting automatically value to the security or	echnique(s) Used to Determine Market Values g unit, please describe the valuation technique(s) used to determine reported at zero after a specified time period of inactivity, please specify the tito the client's holdings of the security. Also, please specify how securities the internally generated security identification numbers are valued.	im	e pe	riod	an	d w	hethe	er t	his	app	olies
Reporting Unit	Valuation Description										
						-					

Plea	se enter your 10-digit Respondent Identification Number.			
	SUMMARY OF SCHEDULE 2 INFORMATION			
16.	Total Number of Schedule 2s Submitted, , , , , , , , , , , , , , , , , ,			
	Fotal US\$ Fair (Market) Value of All Equity Securities, , , , , , , , , , , , , , , ,			
	Total US\$ Fair (Market) Value of All Short-Term Debt Securities, , , , , , , , , , , , , , , , , ,	]		
	Total US\$ Fair (Market) Value of All Long-Term Debt Securities, , , , , , , , , , , , , , , , , ,	] _		
20.	Total US\$ Fair (Market) Value of All Asset-Backed,	_		
	SUMMARY OF SCHEDULE 3 INFORMATION			
21.	Total Number of Schedule 3s Submitted			
	Total US\$ Fair (Market) Value of All Equity Securities, , , , , , , , , , , , , , , ,			
23.	Total US\$ Fair (Market) Value of All Short-Term Debt Securities , , , , , , , , , , , , , , , , , ,			
24.	Total US\$ Fair (Market) Value of All Long-Term Debt Securities, , , , , , , , , , , , , , , , , ,			
25.	Total US\$ Fair (Market) Value of All Asset-Backed, , , , , , , , , , , , , , , , ,			
	CERTIFYING INFORMATION			
By s	gning the certification below you acknowledge that:			
	<ul> <li>✓ You have read and understood the reporting requirements of this survey;</li> <li>✓ You are aware that both civil and criminal penalties may be imposed for filing a false report; and</li> <li>✓ You are sufficiently knowledgeable about the activities and functions of your organization that you can knowingly and with reasonable confidence certify that the information provided in this report is both accurate and complete.</li> </ul>			
Certi	fier's Signature:			
26.	Certifier's Name:			
27. Certifier's Title:				
28.	Certifier's Telephone Number: 29. Date Signed:			
30. Certifier's Email Address:				
TDF S	SHCA-1 (02/2003)			

	SCHEDULE 2: DETAILS OF SECURITIES
1.	Respondent Identification Number: Enter your 10-digit identification number
2.	Sequence Number: From 1 to the number of Schedule 2 records submitted,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
3a.	Reporting Unit.
3b.	Name of Reporting Unit:
4.	Security ID.
5.	Security Description:
6.	Security ID System: Please select the appropriate code from the list in Appendix C.
6a.	For code of Other (99) enter the name of the organization or system that assigned the Security ID:
7.	Security Type: Please enter one of the following.  1 = Equity, Common Stock
8.	Depositary Receipt/Share: Please enter one of the following.  1 = Yes, the security is a Depositary Receipt/Share  2 = No, the security is NOT a Depositary Receipt/Share
9.	Name of Issuer:
10.	Type of Issuer: Please enter one of the following
11.	Country of Issuer:  Enter the code from Appendix D for the country of residence of the entity issuing the security.
12.	Currency of Denomination:  Enter the code from Appendix F for the currency in which the security was issued.
13.	Ownership Code: Please enter one of the following

Res	spondent Identification Number: Enter your 10-digit identification number					
14a	14a.US\$ Fair (Market) Value of Security Held,,,,,,,,,,,,,,,,,,,,					
14b	Fair (Market) Value of Security Held Denominated in the Currency of Issue (If US\$ is the currency of issue, then enter the same value as item 14a.)					
15.	If US\$ Fair (Market) Value is zero, please indicate the reason from the following					
	FOR EQUITY TYPE SECURITIES ONLY (Security Type 1, 2, 3 or 4)					
16.	Number of Shares Held: Enter the number of shares held rounded to the nearest share, , , , , , , , , , , , , , , , , ,					
	FOR SHORT-TERM AND LONG-TERM DEBT SECURITIES EXCLUDING ASSET-BACKED SECURITIES					
	(Security Types 5, 6, 8, 9, 10, or 12)					
17.	Face Value in Currency of Denomination: Enter the face value in the currency of denomination.					
18.	Issue Date: MMDDYYYY format.					
19.	Maturity Date: MMDDYYYY format.					
	FOR SHORT-TERM AND LONG-TERM ASSET-BACKED SECURITIES					
	(Security Type 7 or 11)					
20.	Original Face Value in Currency of Denomination: Enter the face value, , , , , , , , , , , , , , , , ,					
21.	Remaining Principal Outstanding in Currency of Denomination: Enter, , , , , , , , , , , , , , , ,					
22.	Issue Date: MMDDYYYY format.					
23.	Maturity Date: MMDDYYYY format.					

TDF SHCA-2 (02/2003)

# **SCHEDULE 3: CUSTODIANS USED**

Please refer to Sections II.B, II.C, and IV.C of the instructions for a description of the data that are required to be submitted on this schedule. Please note, reporting requirements are different for "Schedule 2 and Schedule 3" reporters and for "Schedule 3 only" reporters.

	• •
1.	Respondent Identification Number: Enter your 10-digit identification number
2.	Sequence Number: From 1 to the number of Schedule 3 records submitted:,
3	Custodian Code: Please see Appendix G for a list of custodians. If the custodian used is not on
4.	Total US\$ Fair (Market) Value of Foreign Equity Securities Entrusted to this Custodian as of December 31, , , , , , , , , , , , , , , , ,
5.	Total US\$ Fair (Market) Value of Foreign Short-Term Debt Securities (excluding asset-backed securities) Entrusted to this Custodian as of December 31, , , , , , , , , , , , , , , , , ,
6.	Total US\$ Fair (Market) Value of Foreign Long-Term Debt Securities (excluding asset-backed securities) Entrusted to this Custodian as of December 31
7.	Total US\$ Fair (Market) Value of Foreign Asset-Backed Securities Entrusted to this Custodian , , , , , , , , , , , , , , , , , , ,
8.	Securities Reported For: Please enter one of the following.  1 = U.Sresident investor (as defined in Appendix H)  2 = U.Sresident custodian (as defined in Appendix H), who is in turn entrusting these securities to another U.Sresident custodian
	Complete only if the Custodian Code in Item 3 is 99:
9.	Name of Custodian:
10.	Street Address of Custodian:
11.	City: 12. State: 13. Zip Code:
14.	Telephone Number of Custodian:

TDF SHCA-3 (02/2003)